

FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-2

Matt Mitzen, Treasurer City Political Action Committee (PAC) P.O. Box 1198 Chicago, IL 60690

Identification Number:

C00187526

MAY 0 1 2002

Reference:

Year End Report (7/1/01-12/31/01)

Dear Mr. Mitzen:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Schedule A of your report (pertinent portion(s) attached) discloses one or more contributions which appear to exceed the limits set forth in the Act. 2 U.S.C. §441a(f) and 11 CFR §110.1(d) prohibit a committee and its affiliates from receiving any contribution from another political committee or person in excess of \$5,000 per calendar year.

If any apparently excessive contribution in question was incompletely or incorrectly disclosed, you must amend your original report with the clarifying information.

If any contribution you received exceeds the limits, you may have to refund the excessive amount. The funds can be retained if within 60 days of receipt, (1) the excessive amount was properly reattributed to another person, such as a joint account holder, by obtaining signed written authorizations from each person making the contribution pursuant to 11 CFR 110.1(k)(3), and (2) the treasurer informs the person making the contribution that he or she may request the return of the excessive portion of the contribution if it is not intended to be a joint contribution. Any request from a donor for a refund must be honored.

CITY POLITICAL ACTION COMMITTEE (CITY PAC) PAGE 2

Alternatively, the funds can be retained if within 60 days of receipt you (1) transferred the excessive amount to an account not used to influence federal elections, and (2) provided written notice to the person making the contribution of the option of receiving a refund. Any request from a donor for a refund must be honored.

If the foregoing conditions for reattributions or transfers to a non-federal account were not met within 60 days of receipt, the excessive amount must be refunded.

Please inform the Commission of your corrective action immediately in writing and provide a photocopy of your check for any transfer-out or refund. In addition, any reattributions should be reported as memo entries on Schedule A of the report covering the period during which the authorization for the reattribution is received. Any transfers-out or refunds should be disclosed on Schedule B supporting Line 22 or 28 of the report during which the transaction was made.

Although the Commission may take further legal action regarding the acceptance of an excessive contribution(s), prompt action by your committee to seek reattribution, transfer-out or refund the excessive amount will be taken into consideration.

-Commission Regulations require that a committee disclose the identification of all individuals who contribute in excess of \$200 in a calendar year. (11 CFR §104.3(a)(4)(i)) Identification for an individual is defined as the full name, mailing address, occupation and name of employer. (11 CFR §100.12) Your report discloses contributions from individuals for which the identification is not complete.

You must provide the missing information, or if you are unable to do so, you must demonstrate that "best efforts" have been used to obtain the information. To establish "best efforts," you must provide the Commission with a detailed description of your procedures for requesting the information. Establishing "best efforts" is a three-fold process.

First, your original solicitation must include a clear and conspicuous request for the contributor information and must inform the contributor of the requirements of federal law for the reporting of such information. (11 CFR §104.7(b)(1))

CITY POLITICAL ACTION COMMITTEE (CITY PAC) PAGE 3

Second, if the information is not provided, you must make one follow-up, stand alone effort to obtain this information, regardless of whether the contribution(s) was solicited or not. This effort must occur no later than 30 days after receipt of the contribution and may be in the form of a written request or an oral request documented in writing. (11 CFR § 104.7(b)(2)) The request must:

- clearly ask for the missing information, without soliciting a contribution;
- inform the contributor of the requirements of federal law for the reporting of such information, and
- if the request is written, include a pre-addressed post card or return envelope.

Third, if you receive contributor information after the contribution(s) has been reported, you shall either a) file with your next regularly scheduled report, an amended memo Schedule A listing all the contributions for which additional information was received; or b) file on or before your next regularly scheduled reporting date, amendments to the report(s) originally disclosing the contribution(s). (11 CFR §104.7(b)(4))

Please provide the missing information or a detailed description of your procedures for requesting the information. For more information on demonstrating "best efforts," please refer to the Campaign Guide.

-Your report discloses limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies. Any such payments to a person aggregating in excess of \$200 in a calendar year must be disclosed on Schedule(s) B supporting Line 21(b) of the Detailed Summary Page. 2 U.S.C. §434(b)(5) If these expenses are being paid by a connected organization, your Statement of Organization must be amended to reflect this relationship. 2 U.S.C. §433(b)(2) In addition, if expenses have been incurred but not paid in a reporting period, the activity should be disclosed as a debt on Schedule D, if the obligation is \$500 or more, or outstanding for sixty days or more. 11 CFR §104.11

Any goods or services provided to your committee by a person, except

CITY POLITICAL ACTION COMMITTEE (CITY PAC) PAGE 4

volunteer activity (i.e., a person's time), would be considered an in-kind contribution from that person, and would be subject to the disclosure requirements of 2 U.S.C. §434(b)(3) and 11 CFR §104.13, and the limitations and prohibitions of 2 U.S.C. §§441a and 441b.

Clarification regarding administrative expenses should be disclosed during each two year election cycle beginning with the first report filed in the non-election year. Please verify that all expenses referenced above (i.e., rent, salaries, utilities, etc.) have been adequately disclosed. If these services have been provided by volunteers, please confirm this in writing.

A response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. Electronic filers must file amendments (to include statements, designation and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

Scott B. Walker Reports Analyst

Reports Analysis Division

283

ΠE	HEDULE A (FEC Form 9X) MIZED RECEIPTS		Use separate at or grain category Desailed Summa	hactainnei / of the ny Page	FOR LINE NUMBERS (chool only one)	12 19 10 17
0.0	internation copied from such Reports on or contracted purposes, other han velocit	d Statement mu the name and act	Autor of each begges Autor of each begges	id by any person I conviction to t	THE PHYSICAL PROPERTY	in and countries
	NEWEROP COMMITTEE (IN PART CITY POLITICAL ACTION COMMITT	EE (CITY PAC	7	_		<u> </u>
	Pul Name daet, First, Middle Willel) Andrea Hotistag				Date of Receipt	
ï	Deling Address 77 S Coor Park Dr				. ĭz"´î2Ö	2001
•	City Highland Fark	Sleta IL	716 Cods 89035		Amount of Each R	tocalpt this Period
	FEC (Distances of contributing federal political committee.					4000.00
	Home of Brisinger Next Really	Cecupello Bue ins se	Qwist.		denation	
•	Receipt For: Primary General Open (specify)	Aggregate	Year-to-Dele T	10000.00		
					Transaction ID:	SA11A1,4885
6.	Full Name (Lust, First, Niddler tribin) Cloid Heckless Matthy Andress	44 800			DescriProcess	2001
	2500 North Lake Shots Oring City	et 908 Shita	Zip Ceda ecsti?		amount of Each i	Receipt thin Period
	Chicago Feci IO number of contractor Sederal political committee.				August Carri	590.00
	Home of Employer Air Montgage	Montpag Montpag	49		denetion	
	Receipt For: Primary General Other (specify) y	Agregi	r Yana-lo-Dalic ∓	250,00	Transcolor C	8A11A1,4572
Ç.	Fig. Name (Lee), First, Widdle Irillah Lany Horistoff				Date of Residst	
	Meling Addwid 275 N Deer Park East Cay	8 14 1	Zip Code		- 07 1	1 2041
	Highland Park		80035		Appoint of Bath	Receipt Min Period 5000,00
	FEC ID number of contributing todaysi pointsi committee					
	Name of Employer NAME Resolv		ion sa Owner de Yesaka-Dalis T		Certribution	
	Receipt Por: Pricesny Cersonal Other (optablity) w		At tomanum	\$500.00	Transpecien siz	SA11A1.4259
Γ,	BUBTOTAL of Receipts This Page toolks	HED				7250.00
	TOTAL THE Period girls page the lide has			_		

	_						
SEMEDOLE WILE COLUMNS (A) CHARDON CONTROL CONT				POR LINE HUMBER: PAGE 18/88			
EMIZED RECEIPTS		Oriesed Summer	A 118 -	11b 14	11c 12 10 19	□.17	
ny information copied from such Reports and Sta for purposertial purposes, exter man using the r	alematit may and add	rod be sald or user se of any political	i by any persor conviction to s	rice into purpo saiteit contribu	gel of 50 sore frei	ditra contribui e such committe	
HAME OF COMMITTEE (ID FIN) CITY POLITICAL ACTION COMMITTEE	(CITY PAC)						
Ad Namo (Laci, First, Niddle track)				Date of Re	Height		
Benn and Helene Mediatron Maling Address				11"	"2 8	2001	
1154 Spetterd Road	9886	ZIp Code			· = n	aaska illa Dağınd	
PEC (0 minther of controlling	_1_	90011		Amount	Edmi H	ecelşt ildə Peliket 260	
Sederal political committee.							
Busine of Employer's	Ócsníva go v	. <u></u>		denation			
Remight For: Primary General	Aggregate '	fameto-Dabe ▼					
Com (special) A			250.00	Transcie	n ID:	6A11A1.4557	
Full Name (Last, Fest, Middle hillen Dan util Nam Handmas				Date of R	oddpr.	·	
Wasting Address 470 Grovel and Avenue	- "			12"	2	2001	ı
City	Skale II	Zip-Coch 90035		Amount o	E Each R	eccipt Nie Paka	d
His highed Parik	<u> </u>	97039					100
fectoral political currentities. Venue of Englayer blush Shelish?	Catupation	 -		donation			
	Attornay	Yapı to-Calo ▼		-			
Receipt For: Primary Garanti Other (specify)	12.3		250.00	Travskiid	n lŒ	BA11A1.48E	, 9
Full Name (Land, Final, Madale Intilal)				Depte of F	lecopt		
Meling Address 77 S Deer Park Dr				_ ~~"	ים" י	200	1
City	State	Zip Code 80035		Amount	er Euch	encelpt this Pelo	1 d
Hightand Park FEC Drawburd worthbulling redowl political accomplishes.						500	0.00
Henre of Bridger Sext Ready	Occupation Business	Owner		Constitut	1		
Receipt For: Privately General	Agyygis	Yess-to-Date ▼	60,000,00				_
Câter (specify) e			<u>·</u>	<u> Transol</u>	617 M2:	EA11A1.485	
etterromatikai Reschike This Page (coli seeli.				,		550	18.00

I T I	CHEDULE A (FEC Form 3X) EMIZED RECEIPTS		User separate out or anch integraly metalest construction	of the y≄tga	FOR LINE NUMBER: FAGE 5/20 (check only core) X 119
An or	y shipmedica pagest from such Reports and St ass commercial purposes, other thin using the c	siarsaria ML) Nama and Bdd	reas of eny possion	by any perso commisse to	n for the purpose of soliciting contributions to left denominations from such sommittee.
	NAME OF COMMITTEE (IN PRE) CITY POLITICAL ACTION COMMITTEE				
	Full Margor class, First, Middle With			_	_ Dale of Redsipt
•	Rate Patrice Making Address	·			94 12 2001
	180 E Fearman #4006	984	Zip Certin		
	Chierra	<u> </u>	60611		Amount of Each Receipt this Paried
	Fig.: to wurder of contributing factoral political contribute.				5000,60
	Name of Employer Chille Manufacture	Coupeter			-
	Receipt For:		Year-to-Date Y		_
	Privatel General			5000.00	Transaction St. 8A11A1.4139
	Full Name (Last, First, Middle Salta)				Date of Renipt
В.	Jip Californi Mg Ind Accress				
	1810 N Framont #5	Risto	2lp Çodê		
	Chiesto	ال ا	90 814		Amount of Each Receipt this Period
	FEC 12 number of controlling federal passed contribute.				5 33.00
	Varie of Briddyor Legger Life Newspapers	Jeurnelle Jeurnelle			_
	Receipt For:	Patrone	t len-meren e		•
	Car (singly) 4			500,00	Transaction TZ SATIAT A131
•	Red Named (Last, First, Madelle (Hital)				Date of Recaipt
C.	, przine Hochieli Meling Address				01 01 2001
	77 S Deer Park Dr		75 0-4		- " "
	CIV	Elem	Zip Codo		Amount of Each Receipt this Palicel
	Highland Park				1000.00
	FEC ID number of contributing technical policies approximately				Database
	Name of Employer Next Reserv		on Jo Owner La Year-To-Doko V		'
	Receipt For: Deterant Committee	A 195	CA 129-10-20-4		
	Other (Alberta) in Other (Alberta)			1400.00	Transaction D: SA11A1.4123
ļſ	SUBTRITAL of Receiping This Plage Continued	·		uai==:	\$200.00 ~
ļ	TOTAL THE Period (Set page 195 like number	er extly)	<u></u>	·=n······	<u> </u>
1	SC GARRIER A (Revised 16000)				

TEMIZED CISB		S for such category of the Octobed Source Page	7 (dhekiked 216 29	· · · · · · · · · · · · · · · · · · ·
NAME OF COMMIT	TER On fully			
Ful Name (Last, Fire Andrew Hochkeitg Matters 77 & Deer Park Dicky Highland Park Purpose of Vigbures 25 A repose of Vigbures Canadale Name	3 Ir सम्बर्ध	8⊒te Zip Code IL 80095	ZZY Catagory/	Date of Cichumentarit \[\begin{align*} 2 & \text{if } & &
Office Bougl≭	Sensie President	Distribution of Fort Primary Careers Other (appeary) Y	Тире	Trezzedion C: 8828A 8968
State: D Full Name (Last, Fin Larry Hottiber)	A. Middle krivili			Detect Districtment {2 2 31 2001
Muling Address 278 N Deer Park City Highland Park Purpose of Dillars 28 A Return to Tru. Caraldia Norm	: emani	3:ele Zip Code II. 80056	22Y Calegory	Amount of Brain Citiburga rick trub. Period 503.000
Office Bought	Home Sente President	Disbussment For: Primary Gener Other (specify) #	Typa	Trans64440 T2: 8825A 4658
State: C	ZAIRT.			
		s (appliants)		1340.00

